

Job Title:	Journey Level Locksmith	Job Category:	Service
Department/Group:	Service	Job Code/ Req#:	NA
Location:	Dallas, Texas	Travel Required:	25% - 50%
Level/Salary Range:	Commensurate with Knowledge and Experience	Position Type:	Full Time
Hiring Manager:	Mike Brown	Date posted:	July
Will Train Applicant(s):	NA – Experience Required	Posting Expires:	NA - Until Filled
Applications Accepted By:			
E-mail: mdbrown@rslc.net Subject Line: Resume for Journey Level Locksmith Attention: [Hiring Manager: Journey Level Locksmith]		Mail: Rolland Safe Company Attn: Mike Brown 3140 Towerwood Drive Dallas, TX 75234	
Job Description			
Job Purpose: Serves customers by providing locksmith services for industrial, commercial and multi-unit clients. Duties: <ul style="list-style-type: none"> Respond to and completes locksmith work assignments in a professional and timely manner; including but not limited to installation, removing, repairing, replacing and maintaining all types of locks and locking devices within the greater DFW area. Resolve product or service problems by clarifying customer’s needs while on the job site. Maintain s secure environment by keeping lock and access information confidential; complying with legal regulations. Maintains accurate records of all work completed Recommends potential products or services to customer/management by collecting customer information and analyzing customer needs. Contributes to team effort by accomplishing organizational goals related results as needed. Skills/Qualifications: <ul style="list-style-type: none"> Must have a Valid Texas Locksmith License; clean driving record; be able to pass a comprehensive background check and drug test. Knowledge of master keying, high security locks (Medeco, Multi-lock), door closer installations, panic bars, electronic lock and exit devises, keyless entry locks and Access control Must possess strong oral and written communication skills. Must have at least 18 months experience working as a locksmith Please do not submit your resume if your experience is strictly in the automotive field, or you are a trainee or independent contractor. <p>Please submit your resume with references.</p>			
Reviewed By:		Date:	
Approved By:		Date:	